

GOVERNMENT OF THE DISTRICT OF COLUMBIA
EXECUTIVE OFFICES
WASHINGTON 4, D.C.

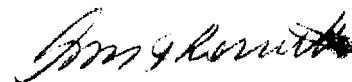
August 25, 1953

ORDERED:

That in order to comply with the provisions of Section 6, Public Law 102, approved July 2, 1953, it is hereby declared to be the policy of the Board of Commissioners:

- (1) That all employees of the District Government whose annual leave accumulation is in excess of 30 days, shall be required to reduce such excess leave accumulation at the rate of at least ten per cent (10%) annually, which is in excess of the permissible accumulation.
- (2) That the maximum period for reduction of surplus leave accumulations shall not exceed 10 years.
- (3) That this program shall be effective starting January 1, 1954.
- (4) That Department Heads may reduce the minimum ratio of excess leave as set forth in Item 1, upon written request to the Board of Commissioners and subject to its approval, which request shall include a program for liquidation of the remaining surplus leave.
- (5) That Department Heads may increase the annual ratio for reducing surplus leave accumulations up to a maximum of twenty per cent (20%) of such surplus leave, but any increase in excess of that ratio may be accomplished with the concurrence of the employee affected, or with the approval of the Board of Commissioners.
- (6) That in those cases where the ratio of reduction of excess accumulated leave does not result in an even hourly distribution over the 10-year period, the fractional excess shall be liquidated during the first year this program is in effect.
- (7) That all such surplus leave shall be completely liquidated by January 1, 1964.

By order of the Board of Commissioners, D. C.



Secretary to the Board

Official copy furnished:

HEADS OF DEPARTMENTS